





**Homeland  
Security**

October 19, 2007

Dear graduating law school student:

The Office of the General Counsel (OGC) of the U.S. Department of Homeland Security (DHS) is now accepting applications for its 2008 Honors Attorney Program. This program provides highly qualified new attorneys (and recent law graduates completing judicial clerkships or fellowships) with the opportunity to start their legal careers at DHS, enhancing their skills and gaining hands-on experience working on some of the most critical and controversial issues facing our nation today. As the preferred mechanism for hiring entry-level attorneys to permanent positions with DHS, the Honors Attorney Program also places graduates in an ideal position from which to launch a successful career in public service.

The General Counsel is the chief legal advisor to the Secretary and the chief legal officer for the Department of Homeland Security. The General Counsel and his staff ensure that DHS activities comply with all legal requirements, as well as integrate the attorneys and staff throughout the Department into a cohesive, full-service legal team. OGC attorneys play major roles in crafting, developing and defending policies relating to many of the most important issues facing the nation today, including counterterrorism, immigration and border security, emergency response and recovery, and countless other matters.

Candidates chosen for the Honors Attorney Program will begin their two year assignment in the fall of 2008. Honors Attorneys will have the opportunity to work at OGC headquarters divisions, and, where possible, rotate through various operating component legal offices over the course of the two year program. Honors Attorneys who achieve satisfactory performance ratings will ordinarily be offered permanent full-time positions with OGC, depending on the needs of the Department and availability of funding at that time. Efforts will be made to accommodate the preferences of Honors Attorneys in placement in full-time positions following completion of the two-year program.

To accomplish the Department's broad mission, it is essential that OGC recruit the best and brightest legal talent available each year. Interested candidates should submit a resume, cover letter, and most recent law school transcript to [OGCstaffing@dhs.gov](mailto:OGCstaffing@dhs.gov) by November 22, 2007. Questions about the program should be directed to Jeffery Reily, Chief of the OGC Management Division, at 202-282-9352.

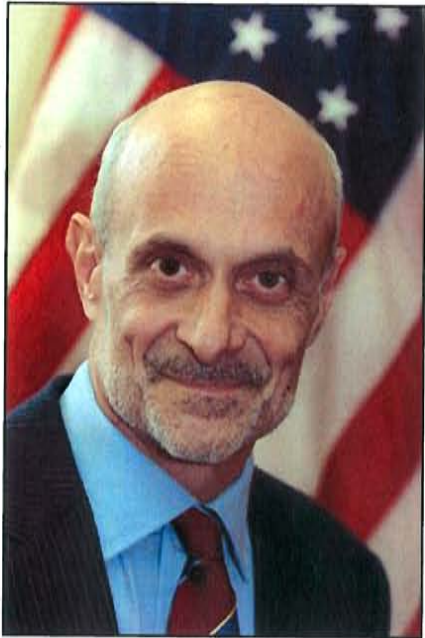
Sincerely,

A handwritten signature in dark ink, appearing to read "Gus P. Coldebella".

Gus P. Coldebella  
Acting General Counsel



# Homeland Security



*"I come to this responsibility therefore with the conviction that, as a nation, we have every reason to be resolute about our fight against terror; every reason to be optimistic about our ability to enhance our security while preserving our liberties; and every reason to act urgently in doing both."*

- Secretary Michael Chertoff  
March 16, 2005

## Department of Homeland Security

**Our Vision:** Preserving our Freedoms, protecting America ... we secure our Homeland.

**Our Mission:** We will lead the unified national effort to secure America. We will prevent and deter terrorist attacks and protect against and respond to threats and hazards to the nation. We will ensure safe and secure borders, welcome lawful immigrants and visitors, and promote the free-flow of commerce.

The core values of the Department of Homeland Security are personal attributes expected of every employee.

**Integrity:** "Service before Self" Each of us serves something far greater than ourselves. To our nation, we represent the President and the Administration. To the world, seeking to visit or do business with us, we are often the first Americans they meet. We will faithfully execute the duties and responsibilities entrusted to us, and we will maintain the highest ethical and professional standards.

**Vigilance:** "Guarding America" We will relentlessly identify and deter threats that pose a danger to the safety of the American people. As a department, we will be on guard against threats, hazards, or dangers that threaten our values and our way of life.

**Respect:** "Honoring our Partners" We will value highly the relationships we build with our customers, partners, and stakeholders. We will honor the concepts for which America stands...liberty, democracy, civil rights and act on such thing as our Constitutional duty requires.





# Homeland Security

## Office of the General Counsel

The General Counsel serves as the chief legal officer for the Department of Homeland Security (DHS), providing legal advice to the Secretary and DHS leadership. The General Counsel is also responsible for ensuring that Departmental activities fully comply with all legal requirements, as well as establishing that the Department's efforts to secure the Nation are consistent with the civil rights and liberties of our citizens and observe the rule of law.

To accomplish this broad mission, the Office of the General Counsel (OGC) must be involved in nearly every aspect of DHS activities. Whether identifying legal requirements applicable to existing Department initiatives and operations, participating in the crafting of policy and promulgation of regulations, reviewing proposed legislation, or assisting in operational initiative planning, OGC attorneys provide indispensable contributions to the continued security of America's homeland while defending Americans' personal freedoms.

The Office of the General Counsel integrates approximately 1700 lawyers into an effective, client-oriented, full-service legal team. OGC is comprised of a Headquarters Office with subsidiary divisions and the legal programs for eight DHS components. Each Headquarters division is led by an Associate General Counsel. Each component legal program, including the Transportation Security Administration, Customs and Border Protection, Citizenship and Immigration Services, Immigration and Customs Enforcement, the Secret Service, the Federal Emergency Management Agency, the Coast Guard, and the Federal Law Enforcement Training Center, is led by a Chief Counsel or Principal Legal Advisor. Both Associate General Counsel and component Chief Counsel report to the DHS General Counsel.



## 2008 Honors Attorney Program

The 2008 DHS Honors Attorney Program seeks exceptionally qualified graduating law school students to join the department for a two-year rotational assignment. Recent law school graduates who enrolled in a graduate law program or started a judicial clerkship within nine months of graduation from law school are also encouraged to apply for positions to commence after completion of the graduate program or clerkship. Candidates selected to be Honors Attorneys will begin work for OGC in the fall of 2008, in either Headquarters or a component legal office within DHS. Over the course of their two-year assignments, all Honors Attorneys will be given the opportunity to work for OGC Headquarters and, where feasible, up to two other DHS component legal offices. All assignments will be located in the Washington DC area, and individual interest areas and component preferences will be accommodated to the extent possible within the overall staffing needs of the Department.

As the Department's preferred method of hiring entry level lawyers, the goal of the Honors Attorney Program is to offer all successful candidates permanent positions within DHS OGC upon completion of their appointment, conditional upon performance evaluation and availability of funds.

Starting salaries for Honors Attorneys will be based on qualifications, starting at GS-11 (\$55,706). Candidates successfully passing the bar will earn an immediate increase to GS-12 (\$66,767), while those entering with additional graduate law degrees or clerkship experience may be eligible to begin their employment as high as GS-13 (\$79,397). After successfully completing one year of service with the Department, Honors Attorneys will be eligible for a further salary increase of one GS grade level. Honors Attorneys are also eligible for all standard federal employee benefits and services, including the Federal Employees Health Benefits Program (FEHB).



# Homeland Security

## Application and Selection Process

Candidates interested in the 2008 Honors Attorney Program should submit a resume, cover letter, and a current law school transcript to [OGCstaffing@dhs.gov](mailto:OGCstaffing@dhs.gov) by November 22, 2007. We will notify candidates of the status of their applications by December 7, 2007. Interviews will be arranged at DHS headquarters in Washington, DC before final selections are announced in the spring of 2008. Assuming successful qualification for a security clearance, those selected as DHS Honors Attorneys will begin work for the Department in the fall of 2008.

Further questions may be addressed to Jeffery Reily, Chief of OGC Management Division, at 202.282.9352 or [Jeffery.Reily@dhs.gov](mailto:Jeffery.Reily@dhs.gov). Additional information about DHS and its mission, as well as electronic copies of program materials, may be found at [www.dhs.gov](http://www.dhs.gov).